



Treasury Financial Manual

Chapter 3000

REIMBURSEMENT OF DEPOSITARIES AND FINANCIAL AGENTS (TFM)(T/L 3)

This Treasury Financial Manual (TFM) chapter prescribes the procedure for financial institutions to obtain reimbursement for services performed on behalf of the Bureau of the Fiscal Service (Fiscal Service).

Section 3010—Scope and Applicability

Fiscal Service designates certain financial institutions to act as financial agents and depositaries of the United States (depositaries). This chapter applies to all depositaries that perform services for which they are reimbursed by Fiscal Service, except for depositaries maintaining a Treasury General Account (TGA) or International Treasury General Account (ITGA). Depositaries maintaining a TGA or ITGA account will continue to use CA\$HLINK II for reporting expenses until CA\$HLINK II is deactivated. At that time, Fiscal Service will issue a TFM release notifying TGA and ITGA depositaries of this chapter's applicability to them. The requirements of this chapter supersede all compensation, reimbursement, or bank management requirements in existing TFM chapters, bulletins, announcements, and supplements issued as of the date of this chapter, for depositaries whose reimbursement is covered by this chapter. Additional inquiries or questions should be directed to the points of contact listed on the Contacts page.

Section 3015—Authorities

See, inter alia, 12 U.S.C. §§ 90, 265-266, 1464(k), 1789a, 2013, 2122, 3101-3102; 31 U.S.C. §§ 3303 and 3336.

Section 3020—Background and Preliminary Steps

Bank management generally refers to the processes covering the monthly submission of expenses (and other related information as Fiscal Service may require) by depositaries to Fiscal Service for subsequent review and reimbursement by Fiscal Service. The Bank Management Service (BMS) contains functionality that provides depositaries the ability to report expenses every month. BMS is also a tool for Fiscal Service analysts and program managers to review those expenses every month and to approve those expenses online in order to compensate the depositaries accurately and timely.

Before depositaries provide services to Fiscal Service, a formal agreement between each depositary and Fiscal Service is signed. As part of that agreement, a listing of the services and/or dedicated resources that will be provided by the depositaries is created and used to determine future compensation that Fiscal Service will pay to the depositaries. Those services and/or dedicated resources are assigned industry-standard product codes. Fiscal Service sets up those codes and the related pricing in BMS under individual

accounts that have been created to reflect each agreement established with depositaries. Therefore, the depositaries are only required to report the activity volumes associated with each service and/or dedicated resource in order to be reimbursed for expenses incurred on behalf of Fiscal Service.

Section 3025—Setting Up Users in BMS

Before depositaries can initially submit monthly expenses into BMS, they need to follow a process whereby they can designate their employees to perform certain functions in BMS. Instructions for successfully completing this process are given to the depositaries after an Fiscal Service program manager has designated and authorized the depositary to provide services to Fiscal Service. This process includes issuing credentials to the users and assigning specific functions to these users.

Section 3030—Reporting Expenses in BMS

In order to be compensated for the expenses incurred while providing authorized services to Fiscal Service, depositaries must report their expenses to BMS every month. Between the first business day of the month and 9:00 p.m. eastern time on the seventh business day of the month, depositaries should report the expenses incurred during the prior month. They only report activity volumes associated with industry-standard product codes and the related pricing pursuant to agreements between the depositaries and Fiscal Service. A depositary is not compensated without monthly expense reporting to BMS. If there are no unresolved issues with expense information that is reported timely, the depositary may receive the appropriate compensation by the last business day of the month following the month in which the depositary provided service. For specific instructions on expense reporting in BMS, depositaries should refer to the BMS User Guide that can be found under the “Help” menu option of BMS.

CONTACTS

Direct questions regarding this chapter to:

Director, Bank Policy and Oversight Division
Revenue Collections Management
Bureau of the Fiscal Service
Department of the Treasury
401 14th Street, SW.
Washington, DC 20227
Phone: 202-874-6751

Direct questions about BMS to:

Billing CBAF Unit
FRB Atlanta – Central Billing Services
1000 Peachtree Street, NE.
Atlanta, GA 30309
Phone: 678-948-8129

Transmittal Letter No. 3

Volume III

To: Depositories and Financial Agents of the Government

1. Purpose

This transmittal letter releases Volume III, Part 2, including Chapter 1000: Deposits for Credit to Treasury's General Account; Chapter 2000: Deposits in Lockbox Accounts at Authorized Domestic Depositories; and Chapter 3000: Reimbursement of Depositories and Financial Agents. It also releases Volume III, Part 3, including Chapter 1000: Maintaining Treasury's General Account.

NOTE

TFM Volumes V and VI have been rescinded in their entirety. The information that was in the now rescinded TFM Volume V and VI chapters is being reorganized into Volume III. Although the information in these chapters has not been updated, it is being transferred to TFM Volume III and will be updated in the future.

2. Page Changes

Remove

Insert

Table of Contents for Volume III (T/L 2) Table of Contents for Volume III

Table of Contents for Part 2

Table of Contents for Part 3

III TFM 2-1000

III TFM 2-2000

III TFM 2-3000

III TFM 3-1000

3. Effective Date

This transmittal letter is effective immediately.

4. Inquiries

Direct questions concerning this transmittal letter to:

TFM Coordinator
Revenue Collections Management
Bureau of the Fiscal Service

Department of the Treasury
401 14th Street SW.
Washington, DC 20227
Telephone: 202-874-9592

A handwritten signature in dark ink, appearing to read 'D. Lebryk', with a stylized flourish at the end.

David A. Lebryk
Commissioner
Date: March 13, 2013